

**Minutes of Florida Governmental Laboratories Co-op
South Florida Water Management District
Bill Storch Conference Room
August 2, 2000 - 1:00 PM**

ATTENDEES:

David M. Struve	SFWMD
Maxine Cheesman	SFWMD
Jana Bares	DERM
Piero Garinali	FIU/SERC
Shree Kundalker	PBCWUD
Delia Ivanoff	SFWMD
Reginald Page	BCDPEP
Nubia Carabelas	PBCHD
Susan Chen	City of Ft Lauderdale
Linda Crean	SFWMD

Discussion Topic I – Committee Name Suggestions – Charter & Procedural

The committee name: Florida Governmental Lab Co-op (FGLC) was suggested by Nubia Carabelas and Delia Ivanoff and voted upon as such.

Charter: Develop and implement strategies for maximizing utilization of governmental laboratory resources through partnerships.

Procedural: South Florida Water Management District (SFWMD) will handle the entire Web postings, e-mail, etc.

Meetings will be conducted by different labs/members of the committee. The host lab will chair the meeting.

The furthest meeting place will be in Orlando.

Discussion Topic II: SFWMD Work Overflow

SFWMD: Linda Crean talked about SFWMD overflow work that is sent to six contract labs, Ultratrace, Mercury and Organics are sent to DEP and some Inorganics are sent to USGS. Fish, sediment and tissues are also sent out and mandated work is done by in house lab.

Dave Struve said that work that is contracted out by SFWMD is sent out using a Work Order basis. Overflow result from samples exceeding lab capacity or instruments being down or matrix problems.

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Palm Beach: Shree Kundalker commented she sends out samples for BOD, Solids, Organics and nutrients. One particular lab was used for routine specialty analysis are sent to two labs. The lab is not certified for all Organics. She will gather information on dollars and number of samples contracted out.

Dave Struve asked that all participants send e-mail on the dollars/number of samples that they send to contract labs on annual basis.

FIU: It was recommended by Piero Garinali that we find out how many more samples can each lab handle per month, instead of percentage utilization of instrument. Also, is there a need to do compliance work and if so, do they have the capacity/capability to do Nutrients and Organics.

Dade County: Jana Bares mentioned that only when an employee is out (staff shortage) that they do not have the capacity/capability and have to use contract lab. In addition, TOC, CN and Pesticides are farmed out because they have no demands for pesticides. Approximately \$120,000 worth of analysis is farmed out. DERM has a higher volume this year, and they only use one laboratory. Dade County has a multi million dollar contract which, is used by the airport, solid waste and DERM.

The group discussed the need for a second survey to determine workload and percentage of low/high level. They also identified the need for an evaluation system (splits or spikes) which should originate from the agency requiring the work; and encouraging all to participate in USGS.

The group discussed additional requirements such as purchasing QC samples, and getting the labs to report all the QC data generated with flow analysis.

Broward: Susan Chen - don't have HPLC – ¼ of work sent out and total amount is not very large (\$40,000/yr). Broward County uses one lab.

There was then a discussion of the types of labor force available - interns, FTE's volunteers and temporaries.

David Struve suggested that a formalized system/network be developed among government labs to provide opportunities for matches of people in the University with jobs in governmental labs.

Piero Garinali - Develop University curriculum to meet needs of governmental labs programs. Suggested also that some sort of University curriculum be developed that meets the government lab needs.

Palm Beach County: Nubia Carabelas uses very small amount of overflow work.

Reginald Page - No contract with private labs.

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There was then a discussion about developing a common format for all analytical reports that is shared among all the labs.

Delia Ivanoff - Parameter codes are one of the hardest aspects - many labs call the parameters in different ways; significant figures are also another problem.

Another discussion followed about MDLs and courier services.

Maxine Cheesman - Need to identify group to come up with straw man to develop QA/QC program that we want that will be over and above existing legal requirements. She stressed the need to ensure consistency in data.

Discussing of group --- Pricing and Reimbursement.

David Struve asked if a standard price list would be feasible/desirable? Other suggestions included:

- (1) Identifying a range of costs.
- (2) Identifying a minimum cost of parameters.
- (3) Keep limitation on number of samples.

Action Items --- for all members - send e-mail to David Struve ahead of next meeting.

1. Compile a list of items that need to be included in Q/A plan, to ensure having confidence to exchange data.
2. Need list of questions for next survey that provides information we need e.g:
 - a. What are - workload needs.
 - b. How much unused capacity lab has (# samples/day and types of analysis can take on without expansion.
 - c. Number of samples farmed out last year or two.
3. All participants need to find out what are their limitations to working/contracting with other government agencies. (I.e., need to go through bid process or can contract without bidding).
4. Maxine Cheesman will find out if there is a legal rule that prohibits government agencies from bidding on contracts.

Next meeting Wednesday, September 13th in Broward County.